

**From:** "Jenkins, Monica" <Monica.Jenkins@shelby-sheriff.org>  
**To:** "William L. Gibbons (wgibbons)" <wgibbons@memphis.edu>  
**CC:** "Leech, Steve" <Steve.Leech@shelby-sheriff.org>  
**Date:** 8/16/2018 5:04:14 PM  
**Subject:** FW: Follow-up - Request for Sole Source Approval - Trust Marketing and Communications  
**Attachments:** [FED UP 080118.pdf](#)

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Good afternoon,  
Please see attached/below. I will give you a call in a few minutes to discuss.  
Thank you,

Monica Jenkins  
Finance Administrator  
Shelby County Sheriff's Office  
Office: (901) 222-5596  
Fax: (901) 222-5503  
[Monica.Jenkins@shelby-sheriff.org](mailto:Monica.Jenkins@shelby-sheriff.org)

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From: Jenkins, Monica  
Sent: Thursday, August 09, 2018 5:42 PM  
To: Bonner, Floyd <Floyd.Bonner@shelby-sheriff.org>  
Cc: Leech, Steve <Steve.Leech@shelby-sheriff.org>; Curtis, Shirley <Shirley.Curtis@shelby-sheriff.org>  
Subject: FW: Follow-up - Request for Sole Source Approval - Trust Marketing and Communications

Good afternoon,  
I just wanted to let you know where we are on the \$100,000 invoice for Trust Marketing. We have submitted this information (see attached) to County Purchasing to try and get a sole source approval. Once we receive the sole source approval we can then place it on the Commission agenda.

Shirley Curtis has been in contact with Trust Marketing to let them know where we are in the process.

Thank you,

Monica Jenkins  
Finance Administrator  
Shelby County Sheriff's Office  
Office: (901) 222-5596  
Fax: (901) 222-5503  
[Monica.Jenkins@shelby-sheriff.org](mailto:Monica.Jenkins@shelby-sheriff.org)

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From: Curtis, Shirley  
Sent: Thursday, August 02, 2018 12:10 PM  
To: Holmes, Janice <[Janice.Holmes2@shelbycountyttn.gov](mailto:Janice.Holmes2@shelbycountyttn.gov)>  
Cc: Jenkins, Monica <[Monica.Jenkins@shelby-sheriff.org](mailto:Monica.Jenkins@shelby-sheriff.org)>  
Subject: Follow-up - Request for Sole Source Approval - Trust Marketing and Communications

Janice,

Please see below and attached the information from the City of Memphis regarding the SCSO collaboration to support the continuation of media placements for the FED UP anti-gun crime campaign. Hopefully, this is the information you

need to approve and request Mayor's approval of Trust Marketing as the Sole Source Vendor. The initial commitment of the SCSO is for \$100,000.00 and there is a tentative commitment of an additional \$200,000.00 both to be paid from Special Revenue funds. To avoid having to request sole source again for the tentative amount of \$200K, the SCSO is requesting that the Sole Source be approved for the entire amount of \$300,000.00. We are trying to get this item on the very next commission agenda, so anything you can do to expedite will be greatly appreciated.

Thanks for your help.

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From: Steffens, Susan [<mailto:Susan.Steffens@memphistn.gov>]  
Sent: Thursday, August 02, 2018 10:31 AM  
To: Curtis, Shirley  
Subject: FW: Sheriff's office support for FED UP

Shirley,

I have attached a memo from Ursula Madden regarding her understanding of the continuation of the FED UP campaign funding for media purchases. She also forwarded to me and email from Commissioner Gibbons, Executive Director of the Public Safety Institute, to Chief Bonner to send to you as further acknowledgement to the funding of future media purchases. I will get the original memo to you if you need it to attach to your resolution. Please do not hesitate to let me know if we can assist you further.

Best Regards,

Susan Steffens  
Executive Assistant to Ursula Madden  
Chief Communications Officer  
City of Memphis  
125 N. Main Street, 7<sup>th</sup> Floor  
Memphis, TN 38103  
901-636-6095  
[susan.steffens@memphistn.gov](mailto:susan.steffens@memphistn.gov)

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From: Madden, Ursula  
Sent: Wednesday, August 01, 2018 4:57 PM  
To: Steffens, Susan <[Susan.Steffens@memphistn.gov](mailto:Susan.Steffens@memphistn.gov)>  
Subject: FW: Sheriff's office support for FED UP

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From: William L. Gibbons (wgibbons) [<mailto:wgibbons@memphis.edu>]  
Sent: Wednesday, May 23, 2018 8:14 PM  
To: Madden, Ursula <[ursula.madden@memphistn.gov](mailto:ursula.madden@memphistn.gov)>  
Subject: Fwd: Sheriff's office support for FED UP

Sent from my iPad

Begin forwarded message:

From: "William L. Gibbons (wgibbons)" <[wgibbons@memphis.edu](mailto:wgibbons@memphis.edu)>  
Date: May 23, 2018 at 3:56:04 PM CDT  
To: "floyd.bonner@shelby-sheriff.org" <[floyd.bonner@shelby-sheriff.org](mailto:floyd.bonner@shelby-sheriff.org)>

>, "D.

Michael Dunavant" <[michael.dunavant@usdoj.gov](mailto:michael.dunavant@usdoj.gov)>

Subject: Sheriff's office support for FED UP

Chief,

We appreciate your willingness to immediately dedicate \$100,000 in federal forfeiture funds to the FED UP campaign, with the hope of providing an additional \$200,000 once you receive more federal forfeiture funds that are hopefully in the pipeline.

For the two provisions of City of Memphis funding, Trust Marketing sent the City invoices. Is that how you would like this handled ? (Do you need an invoice?)

Many thanks !

**Bill Gibbons**

Executive Director  
Public Safety Institute

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The University of Memphis  
317 Robison Hall  
Memphis, TN 38152

 901.385-4232 | [memphis.edu](http://memphis.edu)

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